

County of Hamilton

WILLIAM W. BRAYSHAW, P.E.-P.S. COUNTY ENGINEER

700 COUNTY ADMINISTRATION BUILDING

138 EAST COURT STREET

CINCINNATI, OHIO 45202-1232

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68th District #2 Integrating Committee Meeting Minutes

May 21, 1998 – 8:00 a.m.

Board of County Commissioners' Conference Room

Cincinnati, OH 45202

The meeting was called to order by Chairman Brayshaw at 8:12 a.m. All members were eventually present except Mr. Brooks who was excused.

Support Staff present: Messrs. Cottrill, Cline, Bass, Beck, Riddiough, Schlimm, Vogel and Knuf. Cathy Concilla from OPWC and Prem Garg from the City of Cincinnati were also present.

Mr. Heile moved approval of the District #2 Meeting minutes of March 20, 1998; seconded by Mr. Mendes and passed unanimously.

The Committee congratulated Mr. Sykes for receiving a commendation from the Ohio Public Works Commission for serving as a Commissioner on the Ohio Small Government Capital Improvements Commission with outstanding dedication.

Mr. John Knuf, Service Director of North College Hill, was introduced as the newest member of the Support Staff. He replaced Joe Cron who left the employ of the City of Montgomery.

Mr. Cottrill announced that the Ohio Small Governments Commission had awarded two Round 12 projects to District #2 jurisdictions. They are (1) Village of Newtown – Valley Drive Reconstruction Project - \$176,000.00 and (2) Village of Elmwood Place – Hasler, Spruce & 66th Street Reconstruction Project - \$225,000.00.

Mr. Cottrill then presented for approval an amendment to the District #2 Administrative Costs Work Plan. The amendment is to list the City of North College Hill as a participating jurisdiction along with assignment of costs in place of the City of Montgomery. This is necessitated by the resignation of Joe Cron and appointment of John Knuf. Action was postponed pending establishment of a voting quorum.

Mr. Bass, who had been designated by the Support Staff to do so, made a presentation, including displays, of statistical data which indicate trends in number of projects funded when projects were "split" over two rounds for funding. (This information had been requested during the previous meeting on March 20, 1998.)

Also presented was a draft of a modified rating system that could be used in Round 13 which could result in more projects being approved. The modifications involve the reduction in total points (from 10 to 5) of category one, ABILITY TO PROCEED, and an increase in total points (from 5 to 10) in category six, MATCHING FUNDS. In addition, the matching funds necessary in order to get additional points would increase with increased project total costs.

Considerable discussion then ensued involving all Committee Members. Mr. Cottrill reminded the Committee that some action was needed this date since the approval (by the Committee) of form for Round 13 must be submitted to OPWC by June 30, 1998.

Mayor Savage reminded the Committee that there was a tabled motion, from the previous meeting, to approve the form originally proposed then. He then moved to remove that motion from the table and amend it. The amendment is to (A) change category one to reduce total points from ten (10) to five (5); (B) change category six to increase total points from five (5) to ten (10) and (C) change, in category six, the percent of committed matching funds necessary to achieve additional rating points by including a sliding scale with the matching funds increasing with the total project cost. All the changes to be as indicated in the proposed rating form presented by the Support Staff. This amended motion was seconded by Mr. Seitz.

During discussion it was noted that a typo was present in line three of category six. The intended points are 10 not 5 as printed.

Mr. Mendes noted that as proposed on the presented rating form, a jurisdiction which did not include the minimum proportion of matching funds in category six but met all other requirements would not only get zero points in category six, but would also have the application voided. He felt this was not proper and suggested an amendment that would permit an application to be considered even if it received zero points in category six. Projects between \$1 million and \$2 million dollars a project would be rated but receive no points in category six if the matching fund was between 10% and 19.99%, and for projects with a cost over \$2 million a project would be rated but receive no points in category six if the matching fund was between 10% and 29.99%.

Mr. Mendes moved the above amendment which was seconded by Mr. Seitz.

Mr. Seitz suggested that applications for loans receive points based on matching funds also and suggested that 1 additional point be given for 10%, 2 points for 20%, 3 points for 30%, 4 points for 40% and 5 points for 50% matching funds. This would involve the striking of sentence two of category six description.

Mr. Mendes moved the amendment that we change the rules on loans as described by Mr. Seitz. This amendment was seconded by Mr. Seitz.

There being no further discussion Chairman Brayshaw called for votes starting with the last proposed amendment motion (Mr. Seitz). Motion carried 7 to 1.

The Chairman called for a vote on the second amendment motion (Mr. Mendes). Motion carrier 7 to 1.

The Chairman then called for a vote on Mayor Savage's amendment motion. Motion carried 8 to 0.

Note: The approval of this motion resolved the tabled motion of the March 20, 1998 meeting.

Mr. Cottrill noted that the necessary changes will be made to the draft rating form for Round 13 and it will be distributed.

Mr. Seitz suggested that a letter of explanation of the changes be prepared and sent to prospective project applicants. Mr. Cottrill agreed this will be done.

68th District #2 Integrating Committee Meeting Minutes

May 21, 1998

Amendment to the Administrative Cost program; add North College to replace the City of Montgomery. Mr. Huddleston moved approval which was seconded by Mr. Mendes and passed unanimously.

Small Governments Sub-Committee Report – covered earlier in meeting.

Old Business – Mr. Heile thanked Mr. Bass and the entire Support Staff for taking on such a very difficult project and giving the Committee some useful information. A hearty applause by the Integrating Committee Members followed.

New Business – Mayor Savage requested that a report be prepared regarding the status of the revolving loan fund to date. He also requested that the Support Staff study the advisability of tying loan interest rates to the percent of matching funds (for loan applications) and also if revenue generating projects should be rated differently than other projects.

No date was set for the next meeting of the Committee.

Mr. Heile moved the meeting be adjourned and Mr. Mendes seconded the motion which passed unanimously. The time was 9:50 a.m.

Respectfully submitted,



Joan Cornelius
Recording Secretary

c: Support Staff

OHIO PUBLIC WORKS COMMISSION

RESOLUTION

WHEREAS, Joseph Sykes, having been appointed to the Ohio Small Government Capital Improvements Commission by the Commissioners of the Ohio Public Works Commission; and,

WHEREAS, Joseph Sykes, having distinguished himself by his integrity and diligence as a Commissioner to the Ohio Small Government Capital Improvements Commission; and,

WHEREAS, Joseph Sykes, having provided leadership to the Ohio Small Government Capital Improvements Commission in performing its duties to the citizens of Ohio; and,

WHEREAS, Joseph Sykes, has carried out the responsibilities as a Commissioner of the Ohio Small Government Capital Improvements Commission with dedication and sensitivity; now,

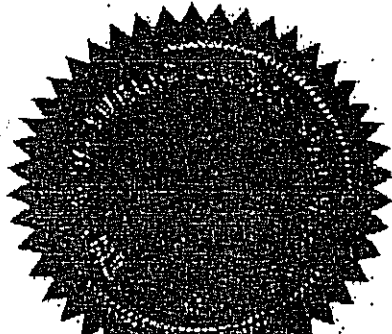
THEREFORE, be it resolved by the Commissioners of the Ohio Public Works Commission that:

Joseph Sykes

having served as a Commissioner of the Ohio Small Government Capital Improvements Commission is recognized for his leadership and commitment in guiding the activities of the Commission and for fostering its high standards of public service, and further, the Commissioners bestow upon him their highest:

COMMENDATION

On This **Eighth** Day of **January** in the Year of **Nineteen Hundred Ninety-Eight** by Unanimous Acclaim.



William N. Morgan
William N. Morgan, Chairman

DISTRICT 2 ADMINISTRATIVE COSTS WORK PLAN

Hamilton County, the City of Cincinnati, the City of North College Hill, Delhi Township, and Green Township will be providing research, technical assistance, and administrative support to the OPWC District 2 Public Works Integrating Committee for the planning, analysis and implementation of the State Capital Improvement Program (SCIP) and the Local Transportation Improvement Program (LTIP) for the period beginning January 1, 1998 through December 31, 1998. Their work tasks for the District 2 Public Works Integrating Committee include:

PROJECT SCOPE:

- *develop a capital improvement planning process according to Section 164 of the Ohio Revised Code
- *assist district subdivisions in the development and implementation of infrastructure inventories and five year capital improvement plans
- *develop a district project rating and selection methodology
- *serve as District Liaison between the State of Ohio and District 2 during the application review and approval period
- *assist in the development and implementation of a District Minority Business Enterprise and Affirmative Action Plan
- *function as secretariat to the full District 2 Committee
- *maintain District 2 data base
- *prepare preliminary analysis, reports, and documents for project rating and selection
- *preparation of final infrastructure program application package for submission to the Ohio Public Works Commission
- *provide administrative and program management support to the District 2 Integrating Committee
- *provide subdivisions in the District with technical support regarding the rules and regulations of the SCIP, LTIP, and Small Government Programs
- *attend seminars, workshops, etc. as required to maintain a level of staff proficiency

ADMINISTRATIVE COSTS - DISTRICT 2

BUDGET PROPOSAL

PERSONNEL

Direct Labor	\$39,500.00
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DIRECT MATERIAL AND SERVICES

Postage and Supplies	\$ 100.00
Long Distance Phone Calls	\$ 300.00

TRAVEL

Mileage	\$ 100.00
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TOTAL	=	\$40,000.00
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The total amount of \$40,000.00 is to be allocated as follows:

Hamilton County - \$20,000.00

City of Cincinnati - \$14,000.00

City of North College Hill - \$1,000.00

Delhi Township - \$3,000.00

Green Township - \$2,000.00

County of Hamilton

WILLIAM W. BRAYSHAW, P.E.-P.S. COUNTY ENGINEER

700 COUNTY ADMINISTRATION BUILDING

138 EAST COURT STREET

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April 28, 1998

TO ALL INTEGRATING COMMITTEE MEMBERS:

During the March 20, 1998 meeting there was considerable discussion regarding the splitting of projects, capping of projects, and requiring a higher percentage of matching funds depending upon project size/value. The Support Staff was requested to review the trends that may have actually surfaced in recent rounds regarding number and size/value of projects (using historical information). This has been done and exhibits have been prepared for the Integrating Committee to use.

In anticipation of concern within the Integrating Committee of possible ways of increasing the number of projects funded in future rounds, the Support Staff also studied the ramifications (upon past rounds) had the requirement of increased matching funds been in effect. The information obtained is available for the Integrating Committee.

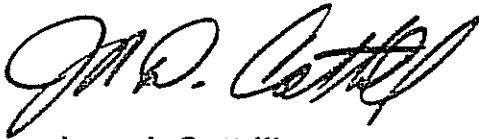
The Support Staff found three possible options:

1. Leave the Rating System as it is (i.e., the Rating System for Round 13 would be as presented for approval on March 20, 1998).
2. Impose caps on the amount of funding approved for an individual project (this concept has been previously rejected by the Committee).
3. Impose a sliding scale which would require an increasing percentage of minimum matching funds as project size/value increases. A proposed table of how this would be implemented is attached. Note that if this option were approved, category six would increase in total available points from 5 to 10. This would necessitate an adjustment elsewhere. The logical place for this is category one, which would reduce its total available points from 10 to 5. This could be easily accomplished since rarely do projects receive less than 10 points from this category.

The Support Staff has not been asked to, nor does it wish to, make a recommendation regarding the options. Mr. Robert Bass, of Delhi Township has been designated to present the significance of the various exhibits. Attached you will find a copy of the Rating System using the third option. The Support Staff wanted you to have this information as soon as possible for you to review.

Please remember the next meeting is Friday, May 8, 1998 at 8:00 a.m. If you have any questions regarding the information in this letter, please feel free to call me at 632-8540 (as of May 4, 1998 the number will be 946-4257). Or, if you wish, you can e-mail me at joe.cottrill@engineer.hamilton-co.org.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Cottrill", written in a cursive style.

Joseph Cottrill
District 2 Liaison Officer

Cc: Support Staff
Attachment

SCIP/LTIP PROGRAM
ROUND 13 - PROGRAM YEAR 1999
PROJECT SELECTION CRITERIA
JULY 1, 1999 TO JUNE 30, 2000

JURISDICTION/AGENCY: _____

NAME OF PROJECT: _____

PRELIMINARY SCORE FOR THIS PROJECT: _____

FINAL SCORE FOR THIS PROJECT: _____

RATING TEAM: _____

- | | |
|-----------|--|
| | <u>POINTS</u> |
| 1) | If SCIP/LTIP funds are granted, when would the construction contract be awarded? <u>(See Addendum for definition of delinquency)</u> |
| 5 Points | - Will be under contract by end of 1999 and no delinquent projects in Rounds 10 & 11. |
| 3 Points | - Will be under contract by March 30, 2000 and/or Jurisdiction has had one delinquent project in Rounds 10 & 11. |
| 0 Points | - Will not be under contract by March 30, 2000 and/or Jurisdiction has had more than one delinquent project in Rounds 10 & 11. |
| 2) | What is the physical condition of the existing infrastructure to be replaced or repaired? <u>(See Addendum for definitions)</u> |
| 25 Points | - Failed |
| 23 Points | - Critical |
| 20 Points | - Very Poor |
| 17 Points | - Poor |
| 15 Points | - Moderately Poor |
| 10 Points | - Moderately Fair |
| 5 Points | - Fair Condition |
| 0 Points | - Good or Better |

NOTE: If the infrastructure is in "good" or better condition, it will NOT be considered for SCIP/LTIP funding unless it is an expansion Project that will improve serviceability.

3) If the project is built, what will be its effect on the facility's serviceability? Documentation is required.

- 5 Points - Project design is for future demand.
- 4 Points - Project design is for partial future demand.
- 3 Points - Project design is for current demand.
- 2 Points - Project design is for minimal increase in capacity.
- 1 Point - Project design is for no increase in capacity.

4) How important is the project to *HEALTH, SAFETY, AND WELFARE* of the Public and the citizens of the District and/or service area? (See Addendum for definitions)

- 10 Points - Highly significant importance, with substantial impact on all 3 factors.
- 8 Points - Considerably significant importance, with substantial impact on 2 factors, or noticeable impact on all 3 factors.
- 6 Points - Moderate importance, with substantial impact on 1 factor or noticeable impact on 2 factors.
- 4 Points - Minimal importance, with noticeable impact on 1 factor
- 2 Points - No measurable impact

5) What is the overall economic health of the jurisdiction?

- 10 Points
- 8 Points
- 6 Points
- 4 Points
- 2 Points

6) What matching funds are being committed to the project, expressed as a percentage of the *TOTAL CONSTRUCTION COST*? Loan and Credit Enhancement projects automatically receive 5 points, and no match is required. All grant-funded projects require a minimum of 10% matching funds. Points will be awarded according to the following schedule:

Projects below \$1,000,000

- 10 Pts - 50% or more
- 8 Pts - 40% to 49.99%
- 6 Pts - 30% to 39.99%
- 4 Pts - 20% to 29.99%
- 2 Pts - 10% to 19.99%

Projects \$1M to \$2M

- 10 Pts - 60% or more
- 8 Pts - 50% to 59.99%
- 6 Pts - 40% to 49.99%
- 4 Pts - 30% to 39.99%
- 2 Pts - 20% to 29.99%

Projects above \$2M

- 10 Pts - 70% or more
- 8 Pts - 60% to 69.99%
- 6 Pts - 50% to 59.99%
- 4 Pts - 40% to 49.99%
- 2 Pts - 30% to 39.99%

Points = _____

- 7) Has any formal action by a federal, state, or local government agency resulted in a partial or complete ban of the usage or expansion of the usage for the involved infrastructure? *POINTS MAY ONLY BE AWARDED IF THE END RESULT OF THE PROJECT WILL CAUSE THE BAN TO BE LIFTED.*

5 Points - Complete ban
3 Points - Partial ban
0 Points - No ban of any kind

- 8) What is the total number of existing daily users that will benefit as a result of the proposed project? Appropriate criteria include current traffic counts, households served, when converted to a measurement of persons. Public transit users are permitted to be counted for the roads and bridges, but only when certifiable ridership figures are provided.

5 Points - 16,000 or more
4 Points - 12,000 to 15,999
3 Points - 8,000 to 11,999
2 Points - 4,000 to 7,999
1 Point - 3,999 and under

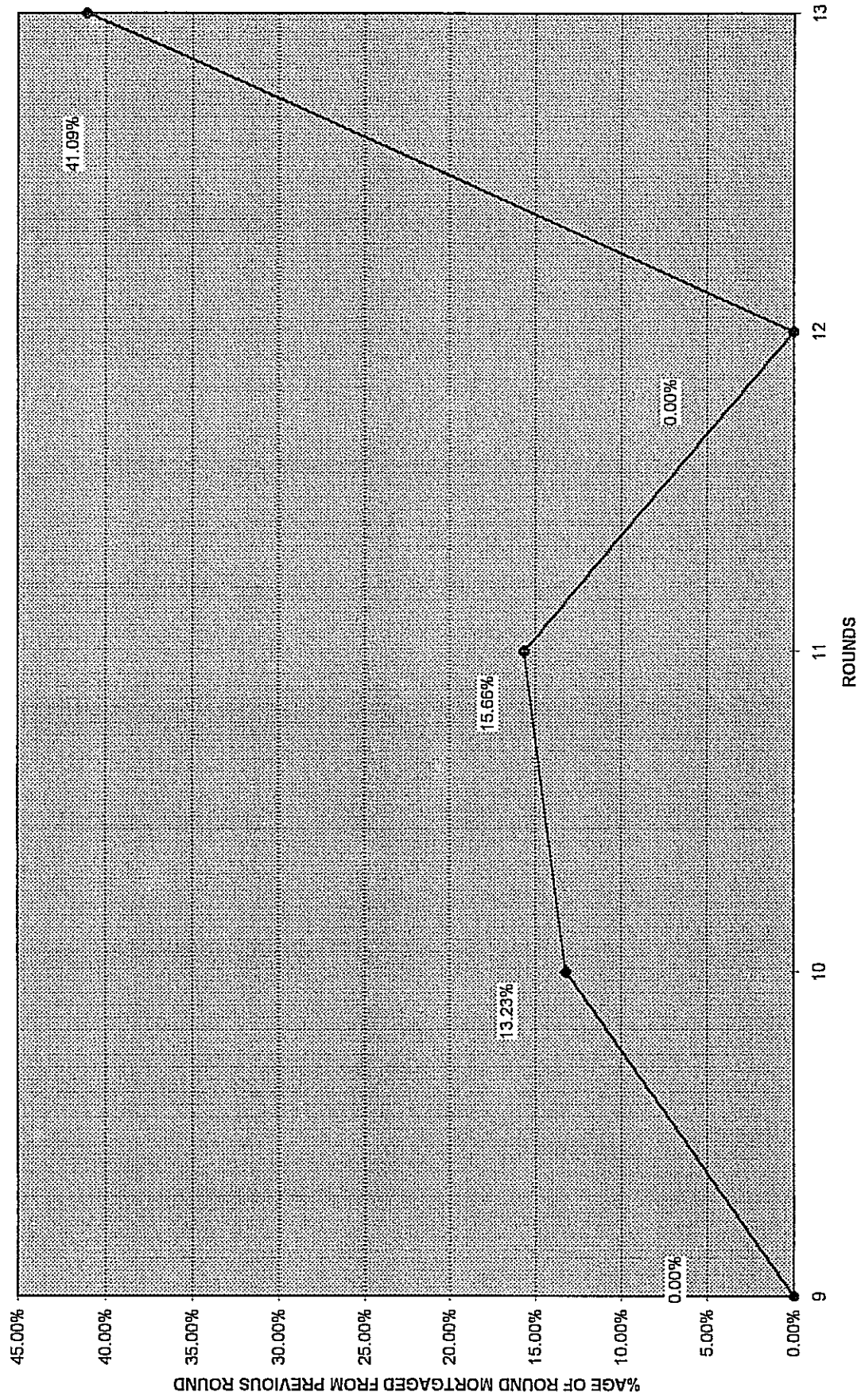
- 9) Does the infrastructure have regional impact? Consider originations and destinations of traffic, functional classifications, size of service area, number of jurisdictions served, etc. (See Addendum for definitions)

5 Points - Major impact
4 Points -
3 Points - Moderate impact
2 Points -
1 Point - Minimal or no impact

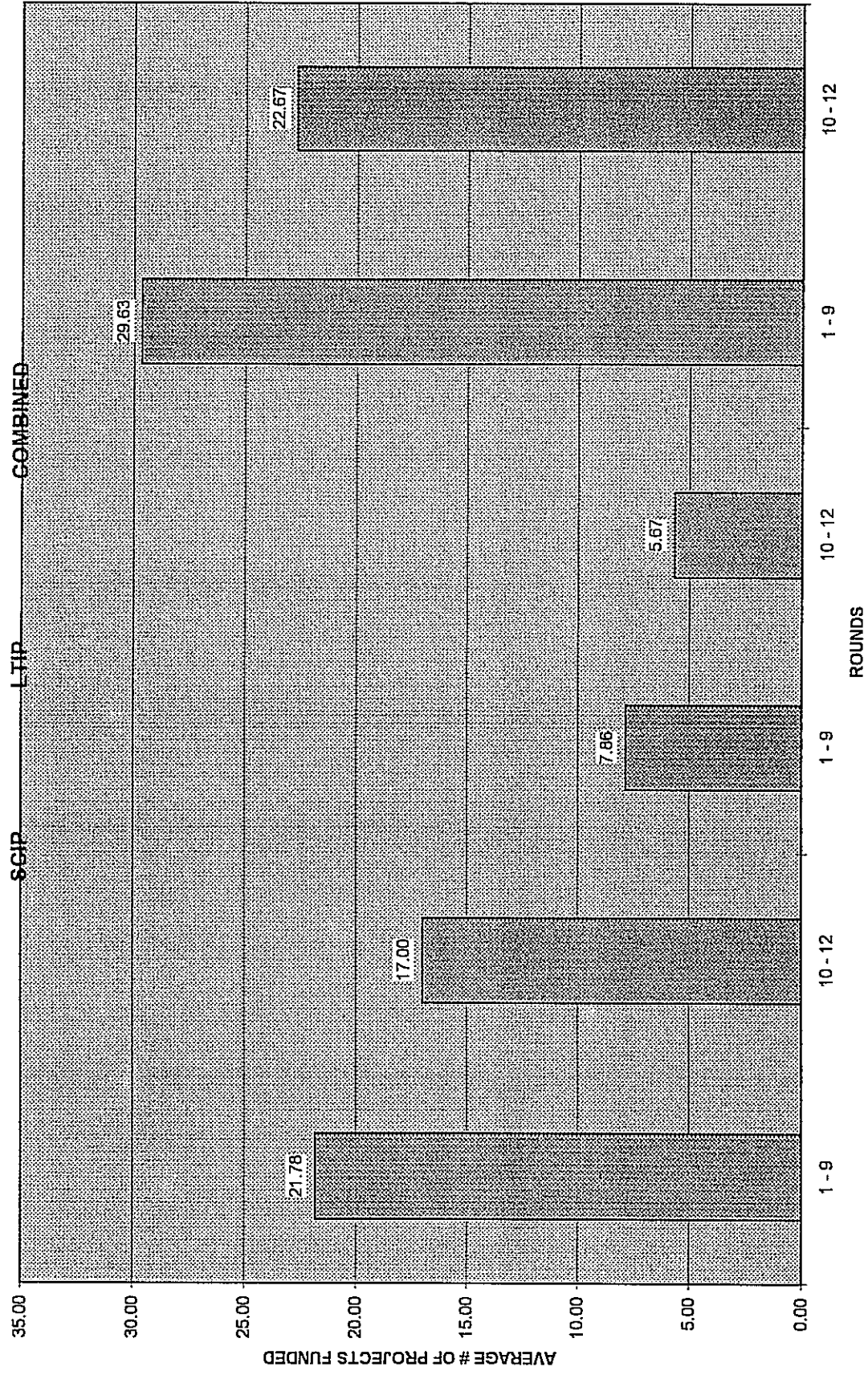
- 10) Has the jurisdiction enacted the optional \$5 license plate fee, an infrastructure levy, a user fee, or a dedicated tax for infrastructure and provided certification of which fees have been enacted?

5 Points - Two of the above
3 Points - One of the above
0 Points - None of the above

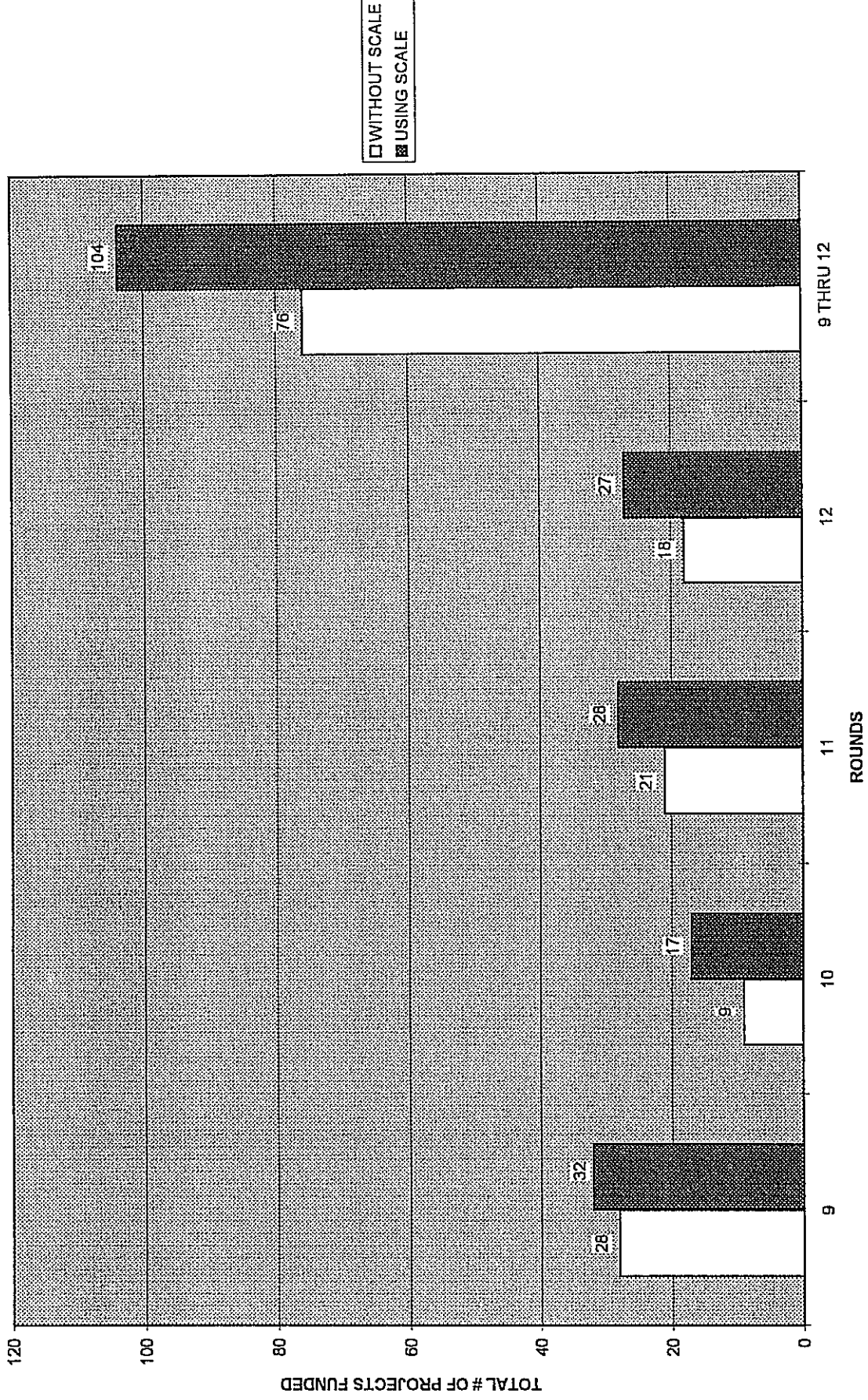
SCIP / LTIP SPLIT ROUNDS



BOTH Grants HS Chart 5



SCIP / LTIP FUNDING



68th District 2 Integrating Committee Meeting
County Commissioner's Conference Room
County Administration Building
Room 603
Cincinnati, Ohio 45202
May 21, 1998 - 8:00 a.m.

AGENDA

- 1.) Approval of previous meeting's minutes
- 2.) Support Staff Items:
 - A) Commendation for Joe Sykes from the Small Government Commission
 - B) Announcement of new Support Staff member:
Mr. John Knuf, Service Director of North College Hill
 - C) Small Government projects awarded for Round 12
 - D) Amendment of Administrative Cost Program
 - E) Presentation of Statistical Data - Mr. Bob Bass
 - F) Round 13 Rating System - Vote needed for approval
Note: This must be submitted to OPWC no later than June 30, 1998
- 3.) Small Governments Subcommittee report.
- 4.) Old business.
- 5.) New business.
- 6.) Next meeting date is ?.
- 7.) Adjourn.

68th District #2 Integrating Committee Meeting
Board of County Commissioners' Conference Room
Room 603, County Administration Building
Cincinnati, OH 45202

May 21, 1998 - 8:00 a.m.

ATTENDANCE LIST

NAME

AFFILIATION

PHONE NO.

Richard MENABE

City of Cin

352-2459

Peter Heile

" " "

352-7337

DAVE SAVAGE

HCMIL

821-7266

Joe Sykes

HCTA

941 3393

Robert D. Dill

Hamilton County Admin.

771-0900

William Branshan

Hamilton County

946-4287

Joseph Chaitin

City of Cinti

352-1586

Bill Seitz

HCTA

357-9332